

**BOARD OF REAL ESTATE APPRAISERS
BOARD MEETING MINUTES
January 7, 2003**

MEMBERS PRESENT

James Murphy
Bruce Bell
Walter Bowditch
Kenneth Charest
Joseph Herlihy
James Tweedie

MEMBERS ABSENT

Theodore Webersinn

OTHERS PRESENT

Carol Leighton, Administrator
Dennis Smith, A.A.G.
Kim Baker-Stetson, Board Clerk
Susan Greenlaw, Board Clerk

Location: Central Conference Room

Start: 9:00 a.m.

Adjourn: 12:35 p.m.

CALL TO ORDER

The meeting was called to order at 9:00 a.m. Newly appointed members Terry Bowditch and Kenneth Charest were introduced and welcomed to the Board.

AGENDA MODIFICATIONS

None.

OLD BUSINESS

Action on Minutes of December 3, 2002 Meeting

A motion was made by James Tweedie and seconded by Bruce Bell to approve the minutes of the December 3, 2002 meeting as written. Bell, Herlihy, Murphy, and Tweedie voted in the affirmative; none opposed; Bowditch and Charest abstained. Motion carried.

Action on Tabled Applications/Items

See table under "Review and Action on Applications and Education."

NEW BUSINESS

Election of Officers

A motion was made by James Tweedie and seconded by Bruce Bell to elect James Murphy as the Board's Chair for 2003. Unanimous.

A motion was made by James Tweedie and seconded by Joseph Herlihy to elect Bruce Bell as the Board's Vice-Chair for 2003. Unanimous.

A motion was made by James Tweedie and seconded by James Murphy to elect Joseph Herlihy as the Board's Complaint Officer for 2003. Unanimous.

Administrator's Report

Members were informed of the following:

Robert Murray has been nominated as Commissioner of the Department of Professional and Financial Regulation.

The proposed continuing education audit rules have been prepared for Executive Review.

The Board's cash balance continues to be closely monitored.

One individual from Maine has been certified as a USPAP instructor.

Complaint Officer's Report

Nothing to report.

Review and Action on Applications and Education

APPLICANT	APPLYING TO	ACTION
James Lyden	Upgrade from trainee to certified residential QE balance on file = 130 Experience hours submitted = 2579 First licensed = 04/23/97 Adequate number of major/complex appraisals?	Tabled from last meeting. Samples reviewed. Approved for exam. Motion by Bowditch; second by Charest. Unanimous.
Bob Strong	Upgrade from licensed appraiser to certified residential QE balance on file = 120 Experience hours submitted = 2655 First licensed = 10/14/98 Adequate number of major/complex appraisals?	Tabled from last meeting. Samples not yet received. Tabled.
Roch Rousseau	Request for reinstatement of CR 195 License expired: 12/31/2000 No discipline on file First licensed: 03/21/1991 Ordered file from Records Center	Waived education and exam requirements. Must provide verification of 2500 hours of experience and 28 hours of continuing education. Motion by Tweedie; second by Bell. Unanimous.
Luther Yonce	Applying for licensed appraiser based on previous experience and education. Would like to immediately upgrade to CG. Currently works for MDOT. Recently taken 41 hours of continuing education. Previously held a certified general license in Florida which expired 11/30/2000 No discipline on file First licensed in Florida: 05/11/1991	Accepted experience from Florida. Required to pass licensed appraiser exam. Motion by Herlihy; second by Tweedie. Unanimous.

Gordon Mahan	Upgrade to certified residential Has 125 QE Has more then 24 months work experience Has 4000+ hours work experience submitted	Tabled from last meeting. Reviewed samples. Tabled for further review. Motion by Bell; second by Bowditch. Unanimous.
--------------	--	--

Action on Renewal Applications

Diane C. Stoddard (non-compliance with Decision & Order): She has not successfully completed the introductory appraiser course as required by the Decision & Order. A motion was made by Bruce Bell and seconded by James Tweedie to preliminarily deny her application for renewal. Unanimous.

David W. Mills (non-compliance with Decision & Order): He has not successfully completed the introductory appraiser course as required by the Decision & Order. A motion was made by Bruce Bell and seconded by James Tweedie to preliminarily deny his application for renewal.

Patrick O. Donahue (letter requesting extension to comply with Decision & Order): He has not completed the USPAP and introductory appraiser course as required by the Decision & Order. A motion was made by James Tweedie and seconded by James Murphy to flag his trainee license for non-renewal and advise him to comply with the Decision & Order as soon as possible. Unanimous.

Richard Thibodeau (pursuant to Consent Agreement, submitted log of 20 appraisals subject to supervisory review): Upon further evaluation of the log by the Board's chairperson, a motion was made by Joseph Herlihy and seconded by James Tweedie to request documentation of appraisals completed on September 2 and September 13. Unanimous. The OLR Complaint Office will send a letter to Mr. Thibodeau advising him of the Board's request.

James Tweedie left the meeting at 12:00 noon.

Correspondence

None.

Next Meeting Scheduled for February 4, 2003

OTHER BUSINESS

A motion was made by Kenneth Charest and seconded by Bruce Bell to approve out of state travel for Joseph Herlihy to attend the AARO Spring Conference scheduled for April 12-15, 2003 in New Orleans. Unanimous.

Being no further board business the meeting was adjourned at 12:35 p.m.

Respectfully submitted,

Susan Greenlaw
Board Clerk